



County of Los Angeles
CHIEF ADMINISTRATIVE OFFICE

713 KENNETH HAHN HALL OF ADMINISTRATION • LOS ANGELES, CALIFORNIA 90012
(213) 974-1101
<http://cao.co.la.ca.us>

DAVID E. JANSSEN
Chief Administrative Officer

June 28, 2006

Board of Supervisors
GLORIA MOLINA
First District

YVONNE B. BURKE
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

To: Supervisor Michael D. Antonovich, Mayor
Supervisor Gloria Molina
Supervisor Yvonne B. Burke
Supervisor Zev Yaroslavsky
Supervisor Don Knabe

From: David E. Janssen
Chief Administrative Officer

REGISTRAR-RECORDER/COUNTY CLERK CHIEF DEPUTY APPOINTMENT

Consistent with the August 4, 1998 Board-approved policy on managerial salaries, we have reviewed and recommend Board approval of the attached Registrar-Recorder/County Clerk's request to appoint Mr. Dean Logan to the position of Chief Deputy (Unclassified), Registrar-Recorder/County Clerk with a salary of \$12,496.83 monthly, \$149,962 annually. The requested salary would place Mr. Logan in the third quartile of Range 15 and would provide him an 11.0 percent increase over his current base salary of \$11,262.78 monthly, \$135,153.36 annually.

Mr. Logan will fill a vacant, budgeted position. In addition to day to day operational management, his responsibilities will include directing the Department in strengthening its collaborative efforts with local and State governments and community partners, promoting a calm and cohesive work environment, and the strategic planning necessary to address the technological and political challenges facing the election and recorder future.

Mr. Logan has been in the election field for over 15 years, is a nationally known and recognized leader on election issues and is continually sought by elections officials and associations for his commitment to protecting the voting process and fostering transparent government services. He also has Recorder experience and will bring a collaborative balance and focus to the Department.

Each Supervisor
June 28, 2006
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Based upon the information provided by the Department, we recommend that the Department's request be approved. In accordance with the policy on managerial salaries, please advise this office if you would like this request placed on an upcoming agenda for Board action. Unless otherwise instructed by July 7, 2006, we will authorize the Department to proceed with this appointment.

Please contact me, or your staff may contact David Wei of my staff at (213) 893-2534 if you require additional information.

DEJ:DL:SK
DD:DW:kd

Attachment

c: Executive Officer, Board of Supervisors
Registrar-Recorder/County Clerk

logan.bm.doc



COUNTY OF LOS ANGELES

REGISTRAR-RECORDER/COUNTY CLERK

12400 IMPERIAL HWY. - P.O. BOX 1024, NORWALK, CALIFORNIA 90651-1024

CONNIE B. McCORMACK

Registrar-Recorder/County Clerk

June 15, 2006

#028
(6-19-06)

RECEIVED
2006 JUN 16 PM 3:45
CHIEF ADMINISTRATIVE
OFFICE

TO: David E. Janssen
Chief Administrative Officer

FROM: Connie B. McCormack *cm*
Registrar-Recorder/County Clerk

CHIEF DEPUTY SALARY APPROVAL

In accordance with Section 6.08.340B of the County Code I am requesting your consideration and approval to authorize an annual salary of \$149,962 for Dean C. Logan upon his appointment to the position of Chief Deputy, Unclassified Registrar-Recorder/County Clerk. This requested action will become effective as of July 20, 2006 and salary approval will place him within the third quartile on the MAPP Range15 salary structure.

This request is undertaken after thoughtful and careful consideration relative to the current state of the Department, its employees and their morale, and long-range planning for continuity and strategic workforce stability at the top executive level. I am convinced Dean Logan is the right individual to assist me in directing this Department in strengthening its collaborative efforts with the local and State governments and community partners, promote a calm and cohesive work environment, and not only accept but embrace the unrelenting flow of technological and political challenges facing the election and recorder future.

Dean has been in the election field for over 15 years, is a nationally known and recognized leader on election issues and is continually sought by election officials and associations for his commitment to protecting the voting process and fostering transparent government services. He is also the perfect fit for our Department because he has Recorder experience too and will bring a collaborative balance and focus.

I appreciate your continued support during this critical time and look forward to introducing you to Dean. Enclosed is his professional experience resume.

Please contact me at (562) 462-2716 if you have any questions.

Fs:ks

Attachment

DEAN C. LOGAN

OVERVIEW OF PROFESSIONAL EXPERIENCE

Director, Records, Elections and Licensing Services, King County, Washington (Sep-03 to present)

Director of Elections – State of Washington, Secretary of State (Sep-01 to Aug-03)

Kitsap County Clerk (elected) – Clerk of the Superior Court and Jury Commissioner (Jan-98 to Sep-01)

Chief Deputy Auditor, Kitsap County Auditor's Office (Oct-95 to Jan-98)

Manager, Election Certification and Training Program – Secretary of State (Dec-93 to Oct-95)

Manager, Elections and Voter Registration, Kitsap County Auditor's Office (Nov-91 to Dec-93)

Assistant Manager, Elections and Voter Registration, Kitsap County Auditor's Office (Jul-86 to Feb-90)

PROFESSIONAL CERTIFICATIONS

Certified Elections & Registration Administrator (CERA) – Auburn University and The Election Center (August 2004)

Certified Professional County Official – University of Washington Graduate School of Public Affairs and the Washington State Association of County Officials (1997)

INTERNATIONAL EXPERIENCE

Political Exchange – People's Republic of China, delegate of the American Council of Young Political Leaders (ACYPL) (April 2000)

Citizen Diplomacy Exchange – former Soviet Union (Estonia, Ukraine and Russia), through Global Concepts (April 1986)

BROAD SUMMARY OF ELECTION-RELATED EXPERIENCE

Development of Administrative Procedures and Manuals

- Chair, Washington State Help America Vote Act (HAVA) State Plan Committee
- Drafting transition plan to adopt and implement a vote-by-mail system
- Development of Departmental Business and Operations Plan
- Drafting Administrative Rules for the Washington Administrative Code
- Drafting proposed legislation – Washington State Election Laws
- Development, revision and editing of Canvassing Board Policies and Procedures
- Development and execution of Washington's Election Certification and Training Program
- Development and publication of local canvassing board procedures
- Development and publication of Election Board Worker (poll worker) procedure manuals
- Development and publication of internal office procedures
- Conduct of comprehensive election procedure reviews and publication of review reports

Training of Election Officials

- Development of training and certification program for county election officials
- Supervision of development of Washington's election administrator certification test
- Development and conduct of election board worker (poll worker) training
- Development and conduct of Canvassing Board Member training
- Development and conduct of Election Observer training
- Internal election and voter registration staff training – state and local government
- Alternate, Washington State Election Administration and Certification Board

ID card and Voter Registry Systems

- Administration of county voter registration/election management system(s)
- Coordination of state voter registration records – data matching, signature imaging
- Policy Committee – development of statewide voter registration database
- Executive Advisory Committee and Project Sponsor – Election Management and Voter Registration System conversion project (migration of legacy mainframe system to a modern, state-of-the-art system)

Voter Education Planning

- Development and publication of local and state voters' and candidates pamphlets
- Public Meeting Notices and Legal Notices
- Oversight of state voter outreach and education activities
 - Promotion of voter participation and registration
 - On-line civics and public participation curriculum
 - School-based outreach and education efforts
- Direction and oversight of extensive local government public engagement and voter outreach programs and activities
 - Focus Groups
 - Town Hall Meetings
 - Stakeholder, advisory and political party liaisons groups
 - Implementation of a new primary voting system
 - Vote Mobile – remote, mobile voter education and registration program
 - Implementation of state and federal election reform legislation
 - Multi-jurisdictional coordination – marketing and media efforts
 - Section 203, Voting Rights Act minority language compliance

Procurement of Election Commodities

- Oversight of Washington's voting systems certification process
- Served on evaluation team for voting system and voter registration system procurement
- Executive Advisory Committee and Project Sponsor – Election Management and Voter Registration System conversion project (migration of legacy mainframe system to a modern, state-of-the-art system)
- Project Sponsor – Disability Access Voting Equipment procurement and implementation
- Member, Washington State Help America Vote Act Grant Advisory Committee

Support on systems to Promote Election Integrity

- Drafting Administrative Rules and proposed legislation implementing safeguards
- Development of a Voter Services Liaison program to investigate and advise on public and organizational concerns regarding voter registration
- Development and execution of a statewide election review process
- Publication of voter integrity literature
- Posting of voter rights and responsibilities – at polls and on agency website
- Training for local election administrators on ballot security
- Promotion of data matching to achieve data integrity in voter registration records
- Development and implementation of a Quality Assurance and Improvement Program

Complaint Adjudication

- Presiding over voter registration challenge hearings (administrative hearings)
 - Challenges based on residency
 - Challenges based on felony conviction and restoration of civil rights status
- Preparation of written Findings of Fact and Administrative Rulings for voter registration challenges
- Witness, Election Contest proceedings (Superior Court)
- Development of a statewide administrative complaint process (as part of state HAVA Plan)
- Written and verbal response to statewide voter hotline calls and concerns
- Cooperation with local government in evaluating and recommending responses to errors or crisis situations related to election administration
- Presiding over personnel disciplinary and termination proceedings

Nomination of Candidates

- Supervision of candidate filing period – local and state
- Oversight and supervision of the first on-line candidate filing application in the nation
- Presentation and promotion of candidate orientation materials and workshops
- Presiding Officer, political party precinct caucuses
- Delegate, county and state political party conventions

Vote Counting and Results Calculation Systems

- Programming and operation of PC-based ballot tabulation systems
- Conduct of logic and accuracy tests on electronic vote tabulation systems
 - Precinct-based and Central Count Optical Scan
 - Central Count punch card
- Coordination of statewide election results collection and real-time results reporting
- Oversight and execution of mandatory electronic and manual recounts
 - First countywide manual recount in history of King County, Washington (~900,000 ballots)
- Integration and implementation of accessible voting units to serve voters with disabilities